Alachua County Public Schools
Exceptional Student Education and Student Services

Assurance to Parents of Rights for Parental Input at Meetings

Parents of public school students may be accompanied by another adult of their choice at any meeting with school district personnel. Such meetings include, but are not limited to, meetings related to:

- ☐ Eligibility for exceptional student education or related services;
- ☐ Development or amendment of an individual educational plan (IEP);
- ☐ Development of a 504 accommodation plan;
- ☐ Transition from early intervention services;
- ☐ Manifestation determination;
- ☐ Educational Planning Team meetings; and
- ☐ Other issues that may affect a student's educational environment, discipline, or placement (describe):

_____

Parents and school personnel attended a meeting on *(date)* _____ to discuss the topics indicated above for _____ at _____.
(student name) *(name of school)*

The signatures below assure that no school district personnel have prohibited, discouraged, or attempted to discourage the parents from inviting a person of their choice to this meeting [Section 1002.20 (21) (a), F.S., effective July 1, 2013]. This form is to be signed and attached to conference notes or other documents applicable to the results of this meeting.

Title	Print Name	Signature	Date
Parent/Guardian			
Teacher			
Teacher			
Counselor			

Parent/Guardian: If you disagree with the above statement, please sign below:

District staff will contact you to assist in resolving your concerns. Your contact number _____